

STATE OF NEW JERSEY  
DEPARTMENT OF CHILDREN AND FAMILIES  
**OFFICE OF LICENSING/ INSPECTION/VIOLATION REPORT**

<b>Center Name:</b> Respond, Inc-Bank Street Day Care	<b>Center ID#:</b> 04RES0002	<b>County:</b> Camden
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<b>Address:</b> 155 Marlton Ave	<b>City:</b> Camden	<b>Zip Code:</b> 08102	<b>Email:</b> OLoyola@respondinc.com
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<b>Phone:</b> (856) 963-9155	<b>Fax:</b>	<b>Initial Inspection:</b> 1/7/2015	<b>License Status:</b> R 06/8/15,T 6/8/16,T 9/8/16,12/8/16
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Due Date(s):*	2/7/2015	3/16/2015	3/17/2015	4/1/2015	4/20/2015	5/5/2015
Date(s) Reinspection:	3/2/2015	3/3/2015	3/18/2015	4/6/2015	4/21/2015	5/6/2015
Due Date(s):*	6/6/2015	6/22/2015	7/10/2015	7/13/2015	7/24/2015	8/21/2015
Date(s) Reinspection:	6/8/2015	6/26/2015	6/29/2015	7/10/2015	8/7/2015	8/21/2015
Due Date(s):*	9/4/2015	9/17/2015	10/16/2015	11/16/2015	11/18/2015	12/18/2015
Date(s) Reinspection:	9/3/2015	9/16/2015	10/16/2015	11/4/2015	12/4/2015	12/16/2015
Due Date(s):*	12/30/2015	2/5/2016	3/8/2016	4/14/2016	5/20/2016	5/31/2016
Date(s) Reinspection:	1/6/2016	2/8/2016	3/14/2016	4/20/2016	5/16/2016	6/8/2016
Due Date(s):*	6/22/2016	7/22/2016	9/1/2016	10/7/2016	10/19/2016	12/7/2016
Date(s) Reinspection:	7/8/2016	8/1/2016	9/7/2016	10/5/2016	11/7/2016	Transfer
Due Date(s):*						
Date(s) Reinspection:						
Due Date(s):*						
Date(s) Reinspection:						

**Center is in compliance with requirements as of:** Transfer *\*Reinspection occurs on or soon after due date*

Transfer outstanding violations from monitoring to renewal report 1/7/2015

Monitoring inspection conducted on 5/16/16 Transferred outstanding violations to monitoring on 11/30/16

Renewal ☒   
 Initial ☐   
 Monitor ☒   
 Increase ☐   
 Age Change ☐   
 Relocation ☐   
 New Sponsor ☐   
 Space Evaluation ☐

**Complaint #** 964,206,470,534,818

Date Cited M/D/Year	Date Abated M/D/Year	Based on a inspection(s) conducted by the Office of Licensing (OOL) the above date(s), the center needs to take the following actions in order to come into compliance with the MANUAL OF REQUIREMENTS FOR CHILD CARE CENTERS (N.J.A.C. 10:122):
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**Supervision, Staff/Child Ratios & Space**

		<input type="checkbox"/> 1. Provide 2 staff to work with the children: when 6 or more children are present; on any field trip, outing, or special event away from the center regardless of transportation; or with more than 12 school-age children on walks.
		<input type="checkbox"/> 2. Provide immediate access to 1 additional adult for the school-age program when it is permitted to operate with only 1 staff member present.
1/7/2015	3/2/2015	<input checked="" type="checkbox"/> 3. Ensure that children are supervised by a staff member at all times.

Notes:

		<input type="checkbox"/> 4. Develop and implement a method to keep track of all the children, including at off-site locations.
4/21/2015	5/6/2015	<input checked="" type="checkbox"/> 5. Maintain required staff to meet ratios: when children are awake; sleeping; on premises during naptime.

Notes:

		<input type="checkbox"/> 6. Ensure that staff meet minimum age requirements and those below 18 years old and new staff who have not completed orientation are directly supervised by staff at least 18 years old.
6/29/2015	6/29/2015	<input checked="" type="checkbox"/> 7. Limit group size to 12 infants (under 18 months), 20 children for early childhood or 30 children for school-age
		<input type="checkbox"/> 8. Cease caring for children below 2 ½ years of age.
		<input type="checkbox"/> 9. Provide care for no more than 5 children below 2 ½ years of age if center has an E (Educational) Use Certificate of Occupancy (C.O.) issued prior to 11/5/03.
		<input type="checkbox"/> 10. Assign a primary caregiver for group of 4 infants and 6 toddlers.
		<input type="checkbox"/> 11. Post the center's license in a prominent location in each building.

Note: If number is checked, see attachment page(s) for clarification.

		<input type="checkbox"/> 12. Operate within the center's licensed capacity and within each room's capacity.
Notes:		
12/16/2015	1/6/2016	<input checked="" type="checkbox"/> 13. Identify and maintain space requirements for all rooms approved by the OOL for children's use; make unapproved space inaccessible to children.
6/8/2016	8/1/2016	<input checked="" type="checkbox"/> 14. Ensure the children's health, safety and well-being.
Notes:		
<i>Activities &amp; Discipline</i>		
		<input type="checkbox"/> 15. Ensure that staff interact with children and provide children with: free choice of materials; a mixture of active and quiet experiences; a mixture of staff-directed and child-selected activities.
		<input type="checkbox"/> 16. Provide a sufficient variety of age-appropriate activities.
6/8/2015	9/3/2015	<input checked="" type="checkbox"/> 17. Provide age-appropriate time frames for each activity.
1/7/2015	12/16/2015	<input checked="" type="checkbox"/> 18. Provide enough supplies, furniture and equipment for the required activities.
		<input type="checkbox"/> 19. Plan and implement opportunities for school-age children's involvement in activity planning.
		<input type="checkbox"/> 20. Take children outdoors daily.
		<input type="checkbox"/> 21. Provide daily structured and unstructured indoor and outdoor energetic physical activity that promotes coordination and movement skills: 30 minutes for children in care less than 4 hours; 60 minutes for children in care more than 4 hours. Avoid inactivity for more than 30 minutes unless eating or sleeping.
		<input type="checkbox"/> 22. Develop policies/plans for use of TV/computer/video by children: under 2 years; over 2 years; with special needs; in care less than 4 hours; in care more than 4 hours.
		<input type="checkbox"/> 23. Ensure use of TV/computer/video is educational/instructional and age/developmentally appropriate, and not used as a substitute for planned activities or for passive viewing.
		<input type="checkbox"/> 24. Significantly limit the use of TV/computer/video for children under the age of 2.
1/7/2015	3/2/2015	<input type="checkbox"/> 25. Prepare and post a written discipline policy including acceptable actions that staff members may take.
11/4/2015	4/20/2016	<input type="checkbox"/> 26. Use positive methods of guidance and discipline consistent with children's age and developmental needs: prohibit corporal and/or emotional punishment.
Notes:		
		<input type="checkbox"/> 27. Ensure staff do not withhold active play times as a means of discipline unless a child's actions or behavior present a danger to themselves or others.
		<input type="checkbox"/> 28. Ensure that school-age children participate in the development of discipline rules or are made aware the discipline rules.
<i>Nutrition &amp; Rest</i>		
		<input type="checkbox"/> 29. Ensure that food provided by the center is stored, prepared and served in a safe and sanitary manner..
Notes:		
		<input type="checkbox"/> 30. Ensure uneaten food in a child's dish is discarded and unused food is stored appropriately and discarded after 24 hours if not consumed.
		<input type="checkbox"/> 31. Serve lunch for children present from 11:00am to 1:00pm who have not eaten lunch and are at the center for at least 5 consecutive hours.
		<input type="checkbox"/> 32. Provide the following additional food(s) for breakfast, lunch/dinner and/or snack:
Notes:		
		<input type="checkbox"/> 33. Serve snack for children attending the center for at least 3 consecutive hours and for all children attending after school.
8/21/2015	9/3/2015	<input checked="" type="checkbox"/> 34. Provide nutritious food and beverages that comply with the manual/CACFP standards including a variety of fruits and vegetables and a high portion of whole grains; limit foods high in solid fats, added sugar, trans fats, and sodium. (Refer to CACFP standards at ( <a href="http://www.fus.usda.gov/cacfp/child-day-care-centers">www.fus.usda.gov/cacfp/child-day-care-centers</a> ))
		<input type="checkbox"/> 35. Provide age-appropriate seating for children who no longer need to be held for feeding.
		<input type="checkbox"/> 36. Ensure feeding plans for children less than 18 months old include breastfeeding arrangements/ accommodations when applicable and are maintained in writing for children less than 12 months old.
1/7/2015	3/2/2015	<input checked="" type="checkbox"/> 37. Label each child's bottle with the child's name and date.
4/21/2015	5/6/2015	<input checked="" type="checkbox"/> 38. Ensure milk, formula, and/or breast milk is not warmed in a microwave oven.
		<input type="checkbox"/> 39. Ensure formula or breast milk that is served but not completely consumed is discarded immediately or refrigerated and consumed within 24 hours.
		<input type="checkbox"/> 40. Ensure that bottles are not propped when children are feeding.
		<input type="checkbox"/> 41. Remove bottles and cups when children have fallen asleep and when crawling or walking.

**Note:** If number is checked, see attachment page(s) for clarification.

		<input type="checkbox"/> 42. Provide daily rest period for each child aged 18 months to 5 years who attends the center for 4 or more consecutive hours and as needed for each child below 18 months.
		<input type="checkbox"/> 43. Provide alternative activities for children who rest for 30 minutes and do not need more rest.
		<input type="checkbox"/> 44. Provide the following sleeping equipment and bedding: cots; 1"mats; cribs; playpens; sheets; blankets.
Notes:		
		<input type="checkbox"/> 45. Ensure that sleeping equipment is free of pillows, soft bedding and other hazards when occupied by a sleeping child, and that bedding does not cover the child's face.
1/7/2015	3/2/2015	<input checked="" type="checkbox"/> 46. Identify and store individually each child's sleeping equipment and bedding.
		<input type="checkbox"/> 47. Provide enough light in rooms where children are napping to allow staff to see them.
		<input type="checkbox"/> 48. Repair and/or replace sleeping equipment that is in disrepair.
		<input type="checkbox"/> 49. Ensure that mats used for rest and sleep are placed on a surface that is warm, dry and clean.
		<input type="checkbox"/> 50. Provide cribs that meet CPSC standards and maintain documentation on file.
8/21/2015	9/3/2015	<input checked="" type="checkbox"/> 51. Provide infants/toddlers with opportunities to leave their sleeping equipment to crawl, walk and play.
		<input type="checkbox"/> 52. Ensure children 12 months and younger are initially placed in a face-up sleeping position unless indicated in writing by child's health care provider.
<b>Illnesses &amp; Accidents</b>		
		<input type="checkbox"/> 53. Designate an area where sick children can be separated from well children and provide rest equipment.
1/7/2015	5/6/2015	<input type="checkbox"/> 54. Maintain illness log including: child's name; date; symptoms of illness observed; center's actions, and date child returned to the center.
1/7/2015	5/6/2015	<input type="checkbox"/> 55. Notify parents immediately of: head/facial injury; bite that breaks the skin; fall from a height; injury requiring professional medical attention. Report other injuries by end of the day.
1/7/2015	5/6/2015	<input type="checkbox"/> 56. Maintain an accident log that includes: name of child; date; time; location; description of accident/ injury; witnesses; type of first aid used; treatment/consultation by doctor; time of notification to parent.
<b>Administration &amp; Parent Involvement</b>		
		<input type="checkbox"/> 57. Provide the center's telephone number in writing or by e-mail to parents of all enrolled children.
1/7/2015	3/2/2015	<input type="checkbox"/> 58. Develop a table of organization indicating lines of authority, responsibility and job descriptions.
		<input type="checkbox"/> 59. Ensure that the director is scheduled to work 50 % of the center's daily operating hours.
7/11/2016	Transfer	<input type="checkbox"/> 60. Designate someone in the center to carry out the director's responsibilities when the director is absent.
		<input type="checkbox"/> 61. Ensure that the head teacher, group teacher and program supervisor are scheduled to work at least 75 percent of the center's daily operating hours, or at least 6 hours a day, whichever is less.
		<input type="checkbox"/> 62. Ensure that the head teacher/group teacher schedule time in other classrooms.
		<input type="checkbox"/> 63. Establish and maintain a staff substitute system.
		<input type="checkbox"/> 64. Hold parent/staff conferences semi-annually and upon request.
		<input type="checkbox"/> 65. Choose 1 of the following 4 options for parent involvement, and maintain documentation at the center: governing board; advisory committee; annual meeting; annual open house.
<b>Program Records</b>		
1/7/2015	5/6/2015	<input type="checkbox"/> 66. Complete and maintain at the center the staff records checklist.
Notes: Ensure that the CARI checks are completed by 4/23/15 for the sponsor and all regularly scheduled staff.		
1/7/2015	5/6/2015	<input type="checkbox"/> 67. Ensure that Child Abuse Record Information (CARI) checks are completed as required for the sponsor/sponsor representative and all regularly scheduled staff.
1/7/2015	4/6/2015	<input checked="" type="checkbox"/> 68. Ensure that Criminal History Record Information (CHRI) checks are completed as required for the sponsor/sponsor representative and all regularly scheduled staff.
1/7/2015	11/7/2016	<input type="checkbox"/> 69. Provide the following records for the director, head teacher, group teacher or program supervisor: education / training experience.
Notes:		
1/7/2015	11/7/2016	<input type="checkbox"/> 70. Hire and submit the required documentation for the following: director; head teacher; group teacher; program supervisor.
Notes:		
1/7/2015	5/6/2015	<input checked="" type="checkbox"/> 71. Provide and document the orientation training provided within two weeks of hire to all staff members in: center operations; policies and procedures; supervision; tracking; group size limits; primary caregiver responsibilities; release policy; discipline policy; health practices; evacuating the center; using fire alarms; recognizing and reporting child abuse/neglect.
Notes:		
1/7/2015	11/7/2016	<input type="checkbox"/> 72. Maintain record of annual staff training on use of fire alarms and emergency evacuation procedures including evacuation and lock down.
		<input type="checkbox"/> 73. Ensure new directors complete staff development in Understanding Licensing Regulations within 90 days of hire.

Note: If number is checked, see attachment page(s) for clarification.

1/7/2015	4/20/2016	<input type="checkbox"/> 74. Ensure that all full-time staff complete 10 hours annual training with 2 hours in each of the following core areas: child growth and development; positive guidance and discipline; health and safety.
1/7/2015	4/20/2016	<input type="checkbox"/> 75. Ensure that the director, head teacher, group teacher and program supervisor complete 20 hours of annual training in 1 or more of the following: professional development approved by Professional Impact New Jersey or the National Child Care Association, or equivalent staff development in three or more of nine specific management areas including physical activity, special needs programming, & ADA guidelines.
		<input type="checkbox"/> 76. Maintain record of date, time, observation and purpose of consulting head teacher's 2 monthly on-site visits.
		<input type="checkbox"/> 77. Ensure that 2 staff members who have current certified basic knowledge of first aid principles and CPR are at the center at all times when enrolled children are present.
		<input type="checkbox"/> 78. Complete and maintain at the center daily time sheets for staff and children with arrival and departure times.
		<input type="checkbox"/> 79. Maintain a written outline of daily activities.
1/7/2015	3/2/2015	<input type="checkbox"/> 80. Complete and maintain at the center the children's records checklist.

## Notes:

1/7/2015	3/2/2015	<input type="checkbox"/> 81. Review, at least annually, a list from the Consumer Product Safety Commission (CPSC) regarding unsafe products and provide staff and parents with CPSC website <a href="http://www.cpsc.gov/Recalls">www.cpsc.gov/Recalls</a>
1/7/2015	3/2/2015	<input type="checkbox"/> 82. Ensure that the Universal Health Record is updated annually and received upon admission to the center unless records are coming from another state or country, where a 30 day grace period is permitted.
1/7/2015	9/3/2015	<input type="checkbox"/> 83. Ensure staff designated to administer medication are trained and that at least two staff are trained if using blood glucose monitors, nebulizers and/or epi-pens.
1/7/2015	3/2/2015	<input type="checkbox"/> 84. Maintain medication records that include the following: child's name and parental authorization; name of the medication; illness being treated; dosage, frequency and other instructions; time and by whom the medication was administered; any adverse effects.
		<input type="checkbox"/> 85. Maintain documentation for pets at the center, including applicable vaccinations and parent notification.
		<input type="checkbox"/> 86. Maintain at the center and distribute to parents a written policy on communicable disease management.
1/7/2015	3/2/2015	<input type="checkbox"/> 87. Maintain on file and follow the written policy on the release of children.
		<input type="checkbox"/> 88. Develop an expulsion policy which includes: circumstances; methods to notify parents; sufficient time limits; reasons for immediate expulsion; parental receipt of the policy.
1/7/2015	5/6/2015	<input type="checkbox"/> 89. Obtain from parents and maintain at the center: blanket permission slips for walks; individual permission slips for field trips, including information on type of vehicle used and designated drivers.
1/7/2015	3/2/2015	<input type="checkbox"/> 90. Maintain at the center documentation of a current comprehensive general liability insurance policy.

**Sanitation & Diapering**

1/7/2015	3/2/2015	<input checked="" type="checkbox"/> 91. Wash and disinfect: toilet training chairs and potty seats after each use; diapering surfaces after each use; toys mouthed by infants and toddlers after each use; mats after each use unless stored separately; sleeping equipment weekly; sheets and blankets weekly; tables before each meal.
		<input type="checkbox"/> 92. Use a commercial disinfectant or a staff-made solution of 1 tablespoon bleach per quart of water.
3/2/2015	5/6/2015	<input checked="" type="checkbox"/> 93. Ensure that children wash their hands with soap and running water: before intake of food; after using the toilet; after having a diaper change; and as needed.
3/2/2015	5/6/2015	<input checked="" type="checkbox"/> 94. Ensure that staff wash their hands with soap and running water: before preparing or serving food; after assisting a child in toileting; after changing diapers; after contact with body fluids or secretions; and as needed.
		<input type="checkbox"/> 95. Provide disposable rubber gloves for contact with blood or vomit.
		<input type="checkbox"/> 96. Change each child's diaper when wet or soiled.
		<input type="checkbox"/> 97. Provide a diapering area within 15 feet of a sink not used for food preparation.
		<input type="checkbox"/> 98. Ensure that diapering does not take place in an area or on a surface used for food preparation.
		<input type="checkbox"/> 99. Maintain diapering surfaces as follows: flat; smooth; clean; dry; non-absorbent; in good repair.
		<input type="checkbox"/> 100. Place soiled disposable diapers in a closed container with a leakproof lining.

**Bathroom & Kitchen Facilities**

		<input type="checkbox"/> 101. Ensure all toxic substances and medications are inaccessible to children.
Notes:		
		<input type="checkbox"/> 102. Ensure that children cannot lock themselves in bathrooms.
		<input type="checkbox"/> 103. Provide bathroom supplies as follows: soap; toilet paper; individual/disposable towels; platforms.
		<input type="checkbox"/> 104. Securely fasten the bathroom equipment.
		<input type="checkbox"/> 105. Sand and paint rusted bathroom stall dividers.
		<input type="checkbox"/> 106. Ensure toileting privacy: for children (SA); when staff/adult uses the same toilet facility as children.
		<input type="checkbox"/> 107. Designate and visibly identify the staff/adult toilet facility.
		<input type="checkbox"/> 108. Provide 1 toilet facility and sink: on each floor used by children (EC); within 1 floor for children.(SA)
		<input type="checkbox"/> 109. Ensure hot tap water does not exceed 110 degrees Fahrenheit (EC) or 120 degrees Fahrenheit. (SA)
1/7/2015	3/2/2015	<input checked="" type="checkbox"/> 110. Maintain in sanitary and operable condition: toilets; sinks; other plumbing fixtures.
		<input type="checkbox"/> 111. Provide a barrier to the kitchen area to prevent accidental access by children.
		<input type="checkbox"/> 112. Keep microwave/toaster ovens: out of children's reach; secured; not used when children in area.
		<input type="checkbox"/> 113. Provide a working refrigerator, or access to a refrigerator, for perishable foods or medication.
		<input type="checkbox"/> 114. Ensure that food waste receptacles are lined and maintained in a sanitary condition.

**Health & Fire Safety**

1/7/2015	5/6/2015	<input type="checkbox"/> 115. Provide and make accessible to staff; a fully standard first aid kit; an American Red Cross First Aid Manual or its equivalent.
1/7/2015	3/2/2015	<input type="checkbox"/> 116. Post a sign in a prominent location to prohibit smoking when the center is operating.
5/16/2016	10/5/2016	<input checked="" type="checkbox"/> 117. Take necessary action to free the center of infestation by rodents and insects, provide documentation.
		<input type="checkbox"/> 118. Obtain and maintain on file a current health certificate.
1/7/2015	4/6/2015	<input type="checkbox"/> 119. Obtain and maintain on file a current fire certificate.
3/2/2015	Transfer	<input checked="" type="checkbox"/> 120. Maintain on file the life/hazard use registration certificate applicable to licensed capacity/ages served.
1/7/2015	1/6/2016	<input type="checkbox"/> 121. Conduct and document monthly fire drills during each session provided at the center and evacuate all children within 3 minutes.
5/16/2016	11/7/2016	<input checked="" type="checkbox"/> 122. Ensure the center's fire protective systems are operative at all times.
1/7/2015	3/2/2015	<input type="checkbox"/> 123. Develop and post prominently on every floor of the center an emergency plan including evacuation, disaster and lockdown procedures.
		<input type="checkbox"/> 124. Post a diagram depicting: approved areas; evacuation routes; room identifications.
		<input type="checkbox"/> 125. Ensure that all exits and egress areas are unobstructed, and exit doors are easily operable.

Notes:

		<input type="checkbox"/> 126. Ensure that illuminated exit signs and emergency lighting are operable at all times.
		<input type="checkbox"/> 127. Ensure that fire extinguishers are serviced and tagged annually, and recharged if necessary.
		<input type="checkbox"/> 128. Remove excess storage and/or combustibles from the furnace room.
		<input type="checkbox"/> 129. Remove electric space heaters, portable liquid fuel-burning or wood-burning heating appliances.
		<input type="checkbox"/> 130. Arrange cribs, playpens and cots to provide access to an unobstructed 3-foot wide aisle that exits out.
		<input type="checkbox"/> 131. Provide and maintain in good condition: handrails on all stairs with 3 or more risers; guardrails on all open sides of landing with intermediate guards spaced no more than 4 inches apart.
		<input type="checkbox"/> 132. Install window guards, with approval of the local fire official, or provide an alternative method to ensure that children cannot fall out of windows.
		<input type="checkbox"/> 133. Comply with the New Jersey Uniform Construction Code (NJUCC)/Fire Code:
		<input type="checkbox"/> 134. Submit a copy of the final Certificate of Occupancy (CO) or Certificate of Continued Occupancy (CCO) that indicates the correct use group for the children served.
		<input type="checkbox"/> 135. Submit a copy of the Certificate of Approval, as issued by the local construction official, for changes in the building subject to the NJUCC requiring the issuance of a building permit.

**Environmental Safety**

1/7/2015	5/6/2015	<input type="checkbox"/> 136. Complete and submit a DCF Renewal Attestation Form with the center's previous DEP approval letter attached and any other environmental documents if applicable.
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Note: If number is checked, see attachment page(s) for clarification.



		<input type="checkbox"/> 137. Submit a No Further Action Letter (NFA) or Child Care/Educational Facility Approval Letter from the Department of Environmental Protection (DEP), or Response Action Outcome Letter (RAO) from a Licensed Site Remediation Professional (LSRP) indicating that no further action is needed for the site on which the center is located. [Note: Check the DEP website at <a href="http://www.state.nj.us/dep/dccrequest">www.state.nj.us/dep/dccrequest</a> for the most current information.]
		<input type="checkbox"/> 138. Submit a water supply certification indicating the center is serviced by a public community water system demonstrated through a copy of a current bill from that water company.
		<input type="checkbox"/> 139. Submit current documentation from the DEP, Bureau of Water System Engineering (BSDW), for centers not on a public community water system. [Note: Check the DEP, BWSE website at <a href="http://www.state.nj.us/dep/dccrequest/safedrink.html">www.state.nj.us/dep/dccrequest/safedrink.html</a> or call (609) 292-5550 for more information.]
		<input type="checkbox"/> 140. Ensure water tests are posted in each building.
		<input type="checkbox"/> 141. Submit a letter of prior uses from the municipality, county or state indicating whether the building has ever housed a use classified under the NJUCC, NJSA, 5:23, as: Group F (factory/industry); Group H (high hazard); Group S (storage); Group B (dry cleaner or nail salon); Group A (funeral home); or Group M (gas station.)
1/7/2015	2/8/2016	<input type="checkbox"/> 142. Submit a Safe Building Interior Certification or other approval issued by the DOH for centers: a) co-located with a dry cleaner or nail salon; b) with one of the prior uses: F, H, S, B (dry cleaner, nail salon), A (funeral home) or M (gas station); c) located in a building built in 1978 or earlier; or d) located near a known hazardous area. [Note: Contact DOH prior to taking action to confirm what is needed for your center. Call DOH at (609) 826-4923 or email DOH using the link at <a href="http://www.state.nj.us/health/eoh/tsrp/iep/ccc_ieha.shtml">www.state.nj.us/health/eoh/tsrp/iep/ccc_ieha.shtml</a> ]
Notes:		
		<input type="checkbox"/> 143. Test for the presence of radon gas in every room on the lowest floor used by children in each building and post the test results in a prominent location in each building.
		<input type="checkbox"/> 144. Provide documentation that the center: completed a lead paint risk assessment; follows an approved lead paint risk assessment management plan; verified the absence of a lead hazard; notified parents of a lead hazard; completed the recommended remedial action to alleviate the lead paint hazard.
Notes:		
		<input type="checkbox"/> 145. Provide documentation that the center: follows an approved asbestos management plan; verified the absence of asbestos hazard; complies with the Asbestos Hazard Abatement subcode and DEP.
<b>Building Maintenance</b>		
1/7/2015	9/3/2015	<input checked="" type="checkbox"/> 146. Keep all surfaces clean and in good repair.
Notes:		
1/7/2015	3/2/2015	<input checked="" type="checkbox"/> 147. Replace, clean and/or secure all stained, broken and/or missing floor tiles and carpeting.
Notes:		
1/7/2015	Transfer	<input checked="" type="checkbox"/> 148. Replace, clean and/or secure all stained, broken and/or missing ceiling tiles.
Notes:		
3/14/2016	Transfer	<input checked="" type="checkbox"/> 149. Eliminate moisture resulting from leaks or seepage.
3/14/2016	Transfer	<input checked="" type="checkbox"/> 150. Maintain the building structure to prevent drafts, leaks and infestation.
		<input type="checkbox"/> 151. Provide screens on: doors and windows used for ventilation; crawl spaces; attic spaces.
		<input type="checkbox"/> 152. Provide safety glass/protective guards for windows and glass located within 36 inches above the floor.
		<input type="checkbox"/> 153. Ensure window blinds are in good repair and blind cords are inaccessible to children.
1/7/2015	3/2/2015	<input checked="" type="checkbox"/> 154. Provide protective covers for: electrical outlets; fluorescent tubes; incandescent light bulbs; fans.
1/7/2015	3/2/2015	<input checked="" type="checkbox"/> 155. Provide and maintain suitable protective devices for radiators, steam and hot water pipes.
		<input type="checkbox"/> 156. Provide/maintain mechanical ventilation: in operating condition; clean; unobstructed; replace filters.
Notes:		
		<input type="checkbox"/> 157. Raise temperature to a minimum of 68 degrees Fahrenheit in all rooms used by children.
1/7/2015	3/2/2015	<input checked="" type="checkbox"/> 158. Increase light in specific areas:
Notes:		
		<input type="checkbox"/> 159. Provide 1 of the 4 monitoring options listed in the manual.
		<input type="checkbox"/> 160. Ensure that doors in all interior rooms designated for use by children remain unlocked.
		<input type="checkbox"/> 161. Ensure shelving is secure and not overloaded, and appliances are secured to a stable surface.
		<input type="checkbox"/> 162. Pad lally columns in areas used by children to a height of 48 inches (EC) and 72 inches (SA).
		<input type="checkbox"/> 163. Ensure that stairways are free of tripping hazards.
		<input type="checkbox"/> 164. Provide a barrier extending at least 5 feet above floor level.

Note: If number is checked, see attachment page(s) for clarification.

1/7/2015	11/7/2016	<input checked="" type="checkbox"/> 165. Repair and/or paint surfaces in specified areas:
Notes:		
1/7/2015	3/2/2015	<input checked="" type="checkbox"/> 166. Maintain indoor/outdoor garbage receptacles as follow: covered; emptied as needed; leakproof; clean.
		<input type="checkbox"/> 167. Ensure that indoor and outdoor equipment is sturdy, safe and free of hazards.
Notes:		
<b><i>Outdoor Play Area, Equipment and Maintenance</i></b>		
		<input type="checkbox"/> 168. Provide and maintain in good condition a fence, enclosure or other barrier for the outside play area.
		<input type="checkbox"/> 169. Provide a barrier, in addition to the fence, for outdoor play areas exposed to vehicular traffic.
		<input type="checkbox"/> 170. Grade or provide drains for the outside play area.
		<input type="checkbox"/> 171. Ensure that outdoor areas and play equipment are free from stagnant water.
5/16/2016	Transfer	<input checked="" type="checkbox"/> 172. Provide and maintain play equipment to meet public playground design standards (ASTM F-1487) as specified by the Consumer Product Safety Commission (CPSC). (Not for profits by 10/18/14)
		<input type="checkbox"/> 173. Ensure play equipment is specifically age-appropriate for the ages served.
		<input type="checkbox"/> 174. Repair or remove broken/rusted toys in the outdoor play area.
7/10/2013	3/2/2015	<input checked="" type="checkbox"/> 175. Provide and maintain resilient surfacing (ASTM F-1292) and use zones under all play equipment that subjects children to a fall as specified by the CPSC.
		<input type="checkbox"/> 176. Ensure that any community playground equipment used by the children complies with applicable provisions of the Playground Safety Subcode.
		<input type="checkbox"/> 177. Ensure the safety of the children on route to the outdoor play area.
Notes:		
5/16/2016	Transfer	<input checked="" type="checkbox"/> 178. Remove debris and overgrown vegetation in the outdoor play area.
		<input type="checkbox"/> 179. Ensure that hazardous plants are not kept in the center or near outside areas used by children.
		<input type="checkbox"/> 180. Ensure that sand in the outdoor play area is asbestos-free and maintained in a sanitary manner.
		<input type="checkbox"/> 181. Ensure pesticides are not applied in or around the center during operating hours and all toys and non-permanent play equipment are removed before application.
		<input type="checkbox"/> 182. Provide 350 square feet of outdoor space for 10 children and 35 square feet for each additional child.
		<input type="checkbox"/> 183. Limit the number of children using the outdoor play area to the maximum capacity.
		<input type="checkbox"/> 184. Cease using dump and fill wading pools.
		<input type="checkbox"/> 185. Ensure swimming pools/natural bathing places used by children comply with applicable provisions of the Public Recreation Bathing Rules, as specified in NJAC 8:26, and with applicable provisions of the Building Subcode and Barrier-Free Subcode of the NJUCC, as specified in NJAC 5:23.
		<input type="checkbox"/> 186. Ensure that children using swimming pools or natural bathing facilities are supervised in accordance with applicable provisions of the N.J. Youth Camp Safety Act rules, as specified in NJAC 8:25.
		<input type="checkbox"/> 187. Provide lighting in parking areas, walkways and other exterior areas used by center occupants at night.
5/16/2016	Transfer	<input checked="" type="checkbox"/> 188. Take necessary action to remove outdoor hazards.
Notes:		

***ALERT:*** Effective 8/6/14, stackable cribs are prohibited. For more information on crib safety and safe sleep environments for infants, refer to CPSC's crib information center at [www.cpsc.gov/info/cribs/index.html](http://www.cpsc.gov/info/cribs/index.html).

☐ See attached Transportation Inspection/Violation page.

Inspector(s) Name(s)

L Phoenix  
D Galazzo



#	Date Cited	Date Abated	Inspection/Violation Report Attachment	
18	1/7/2015	12/16/2015	Provide age appropriate supplies and equipment for infants and toddlers.	Delete
46	1/7/2015	3/2/2015	Ensure that each child's bedding is stored individually.	Delete
91	1/7/2015	3/2/2015	Ensure that diaper changing area is washed and disinfected after each use; it was observed the in the infant room bathroom, the area was only disinfected, not washed.	Delete
110	1/7/2015	3/2/2015	Repair or replace the hot water faucet in the infant room bathroom, first sink on the left.	Delete
110	1/7/2015	3/2/2015	Repair or replace all toilet screw cap covers, throughout the center.	Delete
110	1/7/2015	3/2/2015	Remove rust or replace pipes behind toilet, throughout the center.	Delete
110	1/7/2015	3/2/2015	Remove rust or replace pipes underneath bathroom sinks throughout the center.	Delete
146	1/7/2015	9/3/2015	Clean and repair, remove rust, or replace all vents throughout the center.	Delete
146	1/7/2015	3/2/2015	Clean microwave and freezer in room 3.	Delete
146	1/7/2015	3/2/2015	Cleaning ceiling fans throughout the center.	Delete
146	1/7/2015	4/21/2015	Repair or replace the top of the cabinet, under the window in room 2.	Delete
146	1/7/2015	3/2/2015	Replace broken outlet (bathroom next room 1)	Delete
146	1/7/2015	5/6/2015	Repair or replace the lock on the door, in room 4, leading into the laundry room.	Delete
147	1/7/2015	3/2/2015	Repair or replace broken or missing floor base molding.	Delete
147	1/7/2015	3/2/2015	Clean carpets/rugs throughout the center.	Delete
147	1/7/2015	3/2/2015	Repair or replace broken floor tile in room 1, near exit door.	Delete
147	1/7/2015	5/6/2015	Repair or replace ripped carpeting on steps going from room 4 to 5, and room 1 near bathroom.	Delete
148	1/7/2015	Transfer	Replace or clean all stained or broken ceiling tiles throughout the center.	Delete
154	1/7/2015	3/2/2015	Provide protective covers for electrical outlets, throughout the center.	Delete
155	1/7/2015	3/2/2015	Repair or replace radiator cover in room 3.	Delete
158	1/7/2015	3/2/2015	Light out in Rm 3	Delete
165	1/7/2015	4/21/2015	Sand and paint wooden chairs in room 2.	Delete
165	1/7/2015	11/7/2016	Sand and paint wooden kitchen in room 2.	Delete
165	1/7/2015	3/2/2015	Paint walls throughout the center.	Delete
165	1/7/2015	3/2/2015	Paint doors and door frames throughout the center	Delete
166	1/7/2015	3/2/2015	Ensure that indoor garbage receptacles, throughout the center, are covered.	Delete
175	7/10/2013	3/2/2015	Tree root is causing surface to buckle.	Delete
3	1/7/2015	3/2/2015	Based on complaint	Delete
71	1/7/2015	3/2/2015	Based on complaint retrain staff on center's supervision policy.	Delete
3	3/2/2015	4/21/2015	In room 5 a child was left unattended while staff took other children to the bathroom.	Delete
71	3/2/2015	5/6/2015	Retrain staff on center's supervision policy, health practices and washing and disinfecting tables before each use.	Delete
91	3/2/2015	5/6/2015	Room 3 staff did not clean the high chairs before snack	Delete
93	3/2/2015	5/6/2015	Room 3 children did not wash hands before snack	Delete
94	3/2/2015	5/6/2015	Room 3 staff did not wash hands after diaper change	Delete
110	3/2/2015	1/6/2016	Replace worn toilet seat	Delete
120	3/2/2015	Transfer	Life/hazard use registration must be corrected to show accurate license capacity	Delete
5	4/21/2015	5/6/2015	In the infant room there was 1 staff with 8 children under the age of 18 months.	Delete
5	4/21/2015	5/6/2015	Infant room staff walked out the room and left another staff with 8 children under 18 months.	Delete
38	4/21/2015	5/6/2015	Infant room staff was observed warming bottles in the microwave.	Delete
5	6/8/2015	8/7/2015	In the Infant room staff walked out the room and left 2 staff with 15 children under 18 months	Delete
5	6/8/2015	6/29/2015	In the infant there was 3 staff with 15 children under 18 months	Delete
17	6/8/2015	9/3/2015	Infants observed sitting in high chairs for a long period of time waiting for lunch. In some cases infants had fell asleep waiting for staff to feed them.	Delete
3	6/29/2015	7/10/2015	In room 2 staff was unaware that a child had wandered to another classroom	Delete
3	6/29/2015	8/7/2015	In room 4 staff left children unattended to retrieve breakfast	Delete

#	Date Cited	Date Abated	Inspection/Violation Report Attachment	
3	6/29/2015	7/10/2015	In room 1 children were using the bathroom without supervision.	Delete
5	6/29/2015	6/29/2015	In room 2 there were 23 children ages 18 months to 2 1/2 years with 3 staff present.	Delete
5	6/29/2015	6/29/2015	In room 3 there were 14 children under 18 months with 3 staff present.	Delete
5	6/29/2015	6/29/2015	In room 4a there was 14 children ages 2 1/2 to 4 years with 1 staff present.	Delete
5	6/29/2015	6/29/2015	In room 1 there were 13 children ages 3 to 5 years with one staff .	Delete
37	6/29/2015	8/7/2015	Label all infant bottles with the date.	Delete
46	6/29/2015	12/16/2015	In room 2 ensure that all children's bedding is stored individually.	Delete
71	6/29/2015	8/7/2015	Retrain staff on center's policies on supervision	Delete
71	6/29/2015	8/7/2015	Retrain staff on the center's policy on tracking	Delete
71	6/29/2015	8/7/2015	Retrain staff on the center policy on group size limits.	Delete
71	6/29/2015	8/7/2015	Retrain staff on health practices. (washing and disinfecting tables and toys mouthed by infants and handwashing procedures.)	Delete
91	6/29/2015	8/7/2015	Staff did not wash and disinfect tables before breakfast.	Delete
91	6/29/2015	8/7/2015	Staff did not remove toys mouthed by infants and toddlers.	Delete
93	6/29/2015	8/7/2015	Children did not wash hands before eating breakfast.	Delete
94	6/29/2015	8/7/2015	Staff did not wash hands before serving breakfast.	Delete
7	6/29/2015	6/29/2015	In room 1 there were 23 children present.	Delete
93	7/10/2015	8/7/2015	Staff did not wash their hands after blowing a child nose.	Delete
17	7/10/2015	9/3/2015	In room 2 children sitting for long periods of time without staff interaction.	Delete
5	7/10/2015	8/7/2015	In room 2 there were 21 children ages 18 months to 2 1/2 with 3 staff	Delete
5	7/10/2015	8/7/2015	In room 3 there were 3 staff with children under 18 months	Delete
5	7/10/2015	8/7/2015	In room 4a there were 14 children ages 3 to 4 years with one staff	Delete
5	7/10/2015	9/3/2015	In room 4b there were 12 children ages 2 1/2 to 3 years with one staff	Delete
5	7/10/2015	8/7/2015	In room 5 there were 12 children ages 3 to 5 years with one staff	Delete
147	7/10/2015	12/16/2015	In room 2 area rug needs to be cleaned	Delete
71	8/7/2015	4/20/2016	Retrain staff on center's release policy	Delete
5	8/7/2015	8/21/2015	In 4b there were 12 children ages 2 1/2 to 3 with one staff.	Delete
4	8/21/2015	9/16/2015	In room 3 there were two staff with 14 children under 18 months	Delete
3	8/21/2015	9/3/2015	In room 2 staff was observed walking in and out the room leaving staff out of ratio.	Delete
51	8/21/2015	9/3/2015	In room 3 an infant was observed sleeping in a bouncy chair.	Delete
34	8/21/2015	9/3/2015	Center was observed serving children whole milk at meal times.	Delete
34	8/21/2015	9/3/2015	Center did not provide children enough servings of vegetables at meal time.	Delete
5	9/3/2015	9/16/2015	In room 3 there were 14 children under 18 months with 3 staff.	Delete
165	9/3/2015	9/16/2015	Repair hole in the wall in room 2. (near base board)	Delete
68	9/3/2015	11/4/2015	new staff	Delete
67	11/4/2015	4/20/2016	2 new staff	Delete
68	11/4/2015	4/20/2016	2 new staff	Delete
5	11/4/2015	12/4/2015	In room 4a and 4b there were 17 children present with one staff standing between both rooms.	Delete
5	11/4/2015	12/16/2015	In room 3 staff was observed walking in and out the room leaving staff out of ratio.	Delete
71	11/4/2015	4/20/2016	Retrain staff on the use of positive guidance and discipline.	Delete
3	12/4/2015	12/16/2015	In room 3 sleeping infants were left unsupervised.	Delete
5	12/4/2015	12/16/2015	In room 2 staff left a group of children unattended to take a child to the bathroom.	Delete
5	12/4/2015	12/16/2015	In room 3 one staff left for break leaving 2 staff with 15 children under 18 months.	Delete
51	12/4/2015	12/23/2015	In room 4a staff left another staff with 19 children ages 2 1/2 to 4.	Delete
3	12/16/2015	1/6/2016	Staff was unaware that one child was missing from her group of children	Delete
3	12/16/2015	4/20/2016	Retrain staff on center's policies on supervision.	Delete

#	Date Cited	Date Abated	Inspection/Violation Report Attachment	
146	12/16/2015	1/6/2016	Repair girls bathroom in room 4	Delete
148	12/16/2015	1/6/2016	Replace ceiling tiles in girls bathroom in room 4.	Delete
13	12/16/2015	1/6/2016	Center must submit a plan of action for the relocation of room 4 due to an electrical fire in the girls bathroom.	Delete
93	2/8/2016	4/20/2016	After a diaper change in room 3 staff did not wash a child's hands.	Delete
94	2/8/2016	4/20/2016	After a diaper change in room 3 staff did not wash hands after a diaper change.	Delete
71	2/8/2016	4/20/2016	Retrain staff on health practices to include hand washing procedures.	Delete
154	3/14/2016	10/5/2016	In room 4a repair broken electrical outlets.	Delete
149	3/14/2016	10/5/2016	In room 4a and 4b rain water was observed leaking from the ceiling	Delete
149	3/14/2016	10/5/2016	Rain water was observed leaking from the ceiling in the door way.	Delete
150	3/14/2016	Transfer	The center must eliminate all ceiling leaks through out the center.	Delete
148	4/20/2016	Transfer	Replace all stained ceiling tiles throughout the center including bathrooms.	Delete
148	4/20/2016	10/5/2016	Replace broken/missing ceiling tile in room 3 (infant and toddler room)	Delete
165	4/20/2016	10/5/2016	Repair all holes in wall throughout the center.	Delete
150	4/20/2016	8/1/2016	Center has damp smell due to water intrusion from the roof.	Delete
149	4/20/2016	Transfer	Center must take corrective action to eliminate leaks at the center.	Delete
146	5/16/2016	Transfer	Clean all walls throughout the center including bathrooms.	Delete
146	5/16/2016	8/1/2016	Clean or replace chairs in main hallway.	Delete
147	5/16/2016	Transfer	Repair/or replace crack tiles in art area in room 1.	Delete
147	5/16/2016	11/7/2016	Repair/or replace crack floor tiles in room 1 near exit door.	Delete
147	5/16/2016	11/7/2016	Replace/or clean all floor tiles throughout the center.	Delete
147	5/16/2016	Transfer	Clean all floors in children bathrooms.	Delete
147	5/16/2016	11/7/2016	Clean all carpets in all classrooms throughout the center.	Delete
147	5/16/2016	10/5/2016	Clean/or replace area rug near block area. in room 1	Delete
147	5/16/2016	Transfer	Clean area rug near smart board in room 1	Delete
147	5/16/2016	10/5/2016	Repair/or replace torn carpet in room 4a	Delete
147	5/16/2016	10/5/2016	Repair/or replace torn carpet near strip in room 4b.	Delete
147	5/16/2016	Transfer	Remove all dirt from floor boards throughout the center.	Delete
150	5/16/2016	Transfer	Repair large crack in the wall in room 1	Delete
150	5/16/2016	Transfer	Center must submit a plan of action to OOL in reference to large crack in wall in room 1.	Delete
117	5/16/2016	10/5/2016	Center must take corrective action to eliminate infestation at the center and provide written documentation.	Delete
154	5/16/2016	Transfer	Light cover is missing near door way .	Delete
155	5/16/2016	Transfer	Secure piece hanging from radiator in children's bathroom in room 3	Delete
156	5/16/2016	8/1/2016	Clean all vents in all classrooms throughout center.	Delete
156	5/16/2016	Transfer	Clean all vents in all bathrooms throughout the center.	Delete
165	5/16/2016	Transfer	Sand and paint wooden chairs in room 2.	Delete
165	5/16/2016	Transfer	Paint all walls in all classrooms throughout the center.	Delete
165	5/16/2016	Transfer	Paint all bathroom walls throughout the center.	Delete
165	5/16/2016	10/5/2016	Repair holes in classroom wall in room 2	Delete
165	5/16/2016	Transfer	Sand and paint wooden bathroom stools in children's bathroom room 3.	Delete
165	5/16/2016	Transfer	Paint all floor boards in all classroom thorough the center.	Delete
165	5/9/2016	Transfer	Fix wall behind toilet children bathroom room 3.	Delete
165	5/16/2016	Transfer	Replace broken bathroom door in children's bathroom in room 1	Delete
165	5/16/2016	Transfer	Sand and paint sills on half walls in room 3.	Delete
165	5/16/2016	Transfer	Repair hole outside of the building (near the corner).	Delete
110	5/16/2016	Transfer	Remove all rust from sinks in children's bathroom room 3.	Delete

#	Date Cited	Date Abated	Inspection/Violation Report Attachment	
110	5/16/2016	Transfer	Remove all worn toilet seats in all bathrooms throughout the center.	Delete
110	5/16/2016	Transfer	Replace all missing toilet caps in all bathrooms.	Delete
110	5/16/2016	Transfer	Caulk around all the base of the toilet in all bathrooms.	Delete
122	5/16/2016	11/7/2016	Remove all dust from all sprinkler heads throughout the center.	Delete
5	5/16/2016	8/1/2016	Two staff in room 2 left out the room leaving one staff with 15 children age 18 months to 2 1/2.	Delete
5	5/16/2016	8/1/2016	In room 3 there were 17 children present ages 0 -18 months with 4 staff. One additional staff is needed to maintain adequate staff/child ratios.	Delete
37	5/16/2016	Transfer	All bottles in the infant room must labeled with name and date.	Delete
172	5/16/2016	Transfer	Remove all rust from slide handles on play equipment	Delete
172	5/16/2016	Transfer	Remove all rust from play equipment.	Delete
172	5/16/2016	Transfer	Remove dirt from play equipment.	Delete
178	5/16/2016	Transfer	Remove all over grown weeds from play area.	Delete
178	5/16/2016	Transfer	Remove all overgrown vegetation from garden box.	Delete
188	5/16/2016	Transfer	Remove all tree branches and stick from play area.	Delete
14	5/16/2016	8/1/2016	Remove screws are protruding from the bulletin board. (room 2)	Delete
110	5/16/2016	Transfer	Remove all dirt and grime from faucets in children's bathrooms.	Delete
110	5/16/2016	Transfer	Clean toilets in all children's bathrooms.	Delete
71	5/16/2016	Transfer	Based on complaint #470 retrain staff cleaning and sanitizing surfaces throughout the center.	Delete
146	5/16/2016	Transfer	Based on complaint #470 ensure staff clean all tables, and floors as needed.	Delete
5	6/8/2016	8/1/2016	In room 3 there were 6 children ages 12-18 months sleeping and 6 children ages 0-18 months awake with 2 staff. All children must be sleeping to maintain nap time ratios and one additional staff is required.	Delete
14	6/8/2016	6/8/2016	Based on complaint # 534 center must ensure adequate ventilation throughout the center during extremely hot weather conditions.	Delete
5	7/8/2016	8/1/2016	In room 3 there were 11 children sleeping and 3 children 0-18 awake with 2 staff. All children must be sleeping to maintain nap time ratios and one additional staff is required.	Delete
5	7/8/2016	8/1/2016	Room 1 there were 11 children present ages 3-4 with one staff one additional staff is required.	Delete
60	7/8/2016	11/7/2016	Center must assign a temporary designated person to carry out the director responsibilities while the current designee is on leave.	Delete
3	9/7/2016	Transfer	A named 2 year old child sustained a serious injury and staff did not know how the child's injury occurred	Delete
71	9/7/2016	Transfer	Retrained all staff on the center's supervision policy	Delete
5	10/5/2016	11/7/2016	During nap time rooms 4a and 4b there were 13 children present with one staff standing between both rooms. Center must ensure that adequate staff/child ratios are maintained during staff lunch breaks.	Delete
5	10/5/2016	11/7/2016	In room 3 there were 15 children ages 0-18 months with 2 staff present. Center must ensure that adequate staff/child ratios are maintained during staff lunch breaks.	Delete